



# south carolina STATE LIBRARY

November 15, 2012

Marlene H. Dortch, Secretary  
Federal Communications Commission  
Office of the Secretary  
445 12<sup>th</sup> Street, SW  
Washington, DC 20554

To Whom It May Concern:

The South Carolina State Library is in receipt of a letter of decision from the Universal Service Administrative Company for our filing of form 471. This letter is a request for appeal for the letter of decision from USAC. The State Library filed the form 471 out of window. We acknowledge that this form was filed out of window. The South Carolina State Library had an E-Rate Coordinator responsible for filing the correct forms through USAC in the deadline timeframes established. It was our understanding after reviewing the forms that they had been submitted properly and on time. The employee resigned from the South Carolina State library and upon audit of the work she had completed it was found that the form 471 to USAC had been completed in hard copy but not filed electronically and no hard copies had been mailed to USAC. The South Carolina State Library took immediate action upon learning of this error however it was already past the filing window. The South Carolina State Library is committed to providing accurate information in a timely manner. We are appealing the decision of USAC to hold our application pending review of all in window applicants and only to grant funding to the South Carolina State Library should all funds not be utilized. We respectfully request your approval of our appeal.

Sincerely,

Paula M. James  
Finance Director, S.C. State Library



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## Contact Information:

South Carolina State Library  
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Appeal of Postmarked Outside of Window decision letter/ October 02, 2012  
Funding Year 2012 Form 471  
Billed Entity Number: 127151 and 30646  
Service Provider Number: 143001237  
Form 471 Application Number: 876327 and 876228  
Funding Request Number: 2392075 and 2392043